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Rev. 2

# Environmental Restoration Disposal Facility

Waste Disposal Operations



## Training Plan

January 28, 1997

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## **1.0 Purpose and Scope**

### **1.1 Purpose**

The purpose of this plan is to identify the training requirements and implementation methods for waste disposal operations workers at the Hanford Environmental Restoration Disposal Facility (ERDF).

### **1.2 Scope**

This training plan requirements apply to personnel performing waste disposal operations at the ERDF including personnel working in the ERDF cell, support workers, and management/supervision. This training plan also applies to visitors to the ERDF site.

## **2.0 Categories of Personnel**

This section describes the categories of personnel and their associated role/responsibilities. These descriptions are presented to allow adequate understanding of training needs. The main training requirements address Rust employees (includes RCTs) and some non-Rust employees (includes BHI/ERC Team employees, transport subcontractor employees, and visitors):

### **2.1 Rust Employees**

- Line Management (MGMT) - Project, Operations, Waste Acceptance, and ES&H Managers.
- Supervisor (SUP) - Supervisor that gives day to day direction to workers that come in direct contact with waste material.
- Waste Disposal Personnel (WD) - Workers that come in contact with the waste material (example - dozer/compactor operator, RCT, Decontamination Pad or Leachate Loadout Worker).
- Shuttle Drivers (SD)- Workers that shuttle waste material from the holding area located at the top of the landfill into the active landfill area. These people do not contact the waste.
- Office Personnel (OFF)- Workers that do not either transport or come in contact with the waste material, but work around the ERDF on a daily basis (example - office administrator or clerk).

## 2.2 Non-Rust Employees

- **BHI/ERC Team Personnel (BHI)** - BHI/ERC Team personnel will be covered by a separate health and safety program that establishes training requirements. These personnel will not be addressed in this Training Manual.
- **Transport Subcontractor Personnel (TRANS)** - Workers that transport waste material to the ERDF, unload full boxes at the holding area, and remove empty boxes.
- **Visitors (VIS)** - Visitor or vendor that visits the ERDF on an occasional basis and may enter the radiological controlled areas of ERDF. Entry into the radiological controlled areas is subject to Article 657 of the Hanford Site Radiological Control Manual.

## 3.0 Description of Training Courses

This section will include a description of each class that is identified in this plan.

### 3.1 Hanford Site Requirements

A number of required courses/medical needs will be performed to comply with Hanford site requirements.

Title	3.1.1 Visitor Orientation - 105005
Description	Course is designed to acquaint and familiarize visitors with safety, security, and emergency preparedness requirements and their responsibilities.
Audience	All Visitors
Delivery	Video Tape
Length	10 Minutes
Frequency	One Time or as necessary to inform of procedural changes that occurred since the last briefing

Title	3.1.2 Hanford Site Orientation - 02006A
Description	Course covers U.S. Department of Energy Orders and applicable policies pertaining to employer and employee rights and responsibilities, general radiation training, hazardous waste, fire prevention, personal protective equipment, safety requirements, accident reporting, and avenues for addressing safety concerns.
Audience	All Personnel
Delivery	Computer-Based
Length	3 Hours
Frequency	One time



<b>Title</b>	<b>3.1.3 Hanford General Employee Training (HGET) 000001</b>
<b>Description</b>	Course is refresher for HSO and covers U.S. Department of Energy Orders and applicable policies pertaining to employer and employee rights and responsibilities, general radiation training, hazardous communications and hazardous waste, fires prevention, personal protective equipment, safety requirements (including TSD unit orientations), accident reporting, and avenues for addressing safety concerns.
<b>Audience</b>	All Personnel
<b>Delivery</b>	Computer-based training with interactive video.
<b>Length</b>	2 to 6 Hours
<b>Frequency</b>	Annual

**3.2 OSHA/WISHA/ERDF Specific Safety Training** - A group of topics will be either performed through classroom or hands-on training to ensure that personnel are provided with the knowledge and skills necessary to perform ERDF operations with minimal risk to their safety and health. Methods for training on the following topics will be described in this section:

<b>Title</b>	<b>3.2.1 40-Hour HAZWOPER Training - 031220</b>
<b>Description</b>	Course covers basic health and safety requirements of activities at CERCLA sites where hazards can be unknown. Course meets the requirements of 29 CFR 1910.120. The course includes practical exercises using hands-on simulations.
<b>Audience</b>	MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom / Simulated Activity
<b>Length</b>	40 Hours
<b>Frequency</b>	One time

<b>Title</b>	<b>3.2.2 8-Hour HAZWOPER Refresher Training - 032020</b>
<b>Description</b>	Course refreshes knowledge gained from 40-Hour Training course for health and safety at CERCLA site activities. Course meets the requirements of 29 CFR 1910.120. Course includes hands-on simulations.
<b>Audience</b>	MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom / Simulated Activity / Safety Meetings
<b>Length</b>	8 Hours
<b>Frequency</b>	Annual

<b>Title</b>	<b>3.2.3 HAZWOPER Supervisor Training - 031310</b>
<b>Description</b>	Course is designed for managers and supervisors, directly responsible for the site's operations, covering specialized training on managing hazardous waste operations. Course meets the requirements of 29 CFR 1910.120.
<b>Audience</b>	MGMT, SUP
<b>Delivery</b>	Classroom
<b>Length</b>	8 Hours
<b>Frequency</b>	One time

<b>Title</b>	<b>3.2.4.1 Radiation Worker Training II - 02001</b>
<b>Description</b>	Required before unescorted access is allowed into radiological areas anticipated at the ERDF. Course content covers radiation safety and is specified by 10 CFR 835. Includes practical/hands-on exercises.
<b>Audience</b>	MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom / Simulated Activity
<b>Length</b>	20 Hours
<b>Frequency</b>	One time



<b>Title</b>	<b>3.2.4.2 Radiation Worker Refresher</b>
<b>Description</b>	Course includes selected radiation safety fundamentals, requirement changes, new lessons learned, and reported occurrences.
<b>Audience</b>	MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom / Simulated Activity
<b>Length</b>	Adequate time for presentation
<b>Frequency</b>	Refresher training shall be provided within one year of initial radiation worker training and subsequently every alternate year during which radiological worker retraining is not completed.

<b>Title</b>	<b>3.2.4.3 Radiation Worker Retraining</b>
<b>Description</b>	Course is a more in-depth review of knowledge than refresher training, including selected fundamentals, initial core course material, tailored to subjects. May include hands-on work practices.
<b>Audience</b>	MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom / Simulated Activity
<b>Length</b>	Adequate time for presentation.
<b>Frequency</b>	Every second year after initial training.

<b>Title</b>	<b>3.2.5.1 Respirator Training</b>
<b>Description</b>	Course provides instruction for selection, use, and maintenance of respirators. Course includes opportunity to handle respirators, test face-piece-to-face seal, wear it in normal air for a long familiarity period, and, finally, to wear it in a test atmosphere. Course meets the requirements of 29 CFR 1910.134.
<b>Audience</b>	SUP, WD
<b>Delivery</b>	Video Tape, performance based mask fit, and physical exam
<b>Length</b>	2 Hours
<b>Frequency</b>	Annual

<b>Title</b>	<b>3.2.5.2 Respirator Medical Fitness and Fit Test</b>
<b>Description</b>	Medical exam and mask fit given by HEHF.
<b>Audience</b>	SUP, WD
<b>Delivery</b>	Video Tape, performance based mask fit, and physical exam
<b>Length</b>	4 Hours
<b>Frequency</b>	Annual

<b>Title</b>	<b>3.2.6.1 Lockout/Tagout Orientation</b>
<b>Description</b>	Course provides each affected employee instruction on the purpose and use of the Lockout/Tagout procedures and about the prohibition relating to attempts to restart or reenergize machines or equipment which are locked out or tagged out.
<b>Audience</b>	All Personnel
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	2 Years



<b>Title</b>	<b>3.4.6.2 Lockout/Tagout Authorized Employees - 105135</b>
<b>Description</b>	Course shall instruct authorized employees in the recognition of applicable hazardous energy sources, the type and magnitude of the energy available in the workplace, and the methods and means necessary for energy isolation and control.
<b>Audience</b>	Selected MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	2 Years

<b>Title</b>	<b>3.2.7 First Aid/CPR - 105006/105013</b>
<b>Description</b>	Course is designed to familiarize workers with basic first aid and CPR methods. This course is required by at least two ERDF workers.
<b>Audience</b>	Selected MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	2 Years

<b>Title</b>	<b>3.2.8 Hearing Conservation</b>
<b>Description</b>	Course is designed to inform workers of industrial noise hazards, physiological effects, and control methods. This course is required for all workers who are exposed to noise levels greater than the OSHA PEL.
<b>Audience</b>	Personnel in high noise areas
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	2 Hours
<b>Frequency</b>	Annual

<b>Title</b>	<b>3.2.9 Confined Space Entry - 105130</b>
<b>Description</b>	Course is designed to qualify a worker to enter a confined space. This course is required by 29CFR 1910.146.
<b>Audience</b>	Personnel that enter confined spaces
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	3 Hours
<b>Frequency</b>	Annual



<b>Title</b>	<b>3.2.10 Fall Protection - 105500</b>
<b>Description</b>	Course is designed to qualify a worker that encounters fall hazards. This course is required by 29 CFR 1926.502.
<b>Audience</b>	Workers that encounter fall hazards
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	2 Hours
<b>Frequency</b>	Initial

### 3.3 ERDF Specific Operations Training

A group of ERDF specific topics will be either performed through classroom or hands-on training to ensure that personnel are familiar with the ERDF, its systems, and plans/procedures for accepting and disposing of wastes. Methods for training on the following topics will be described in this section:

<b>Title</b>	<b>3.3.1 ERDF Site Orientation</b>
<b>Description</b>	Course is designed to acquaint and familiarize ERDF workers with general site layout, safety, security, and evacuation requirements. The course covers worker responsibilities.
<b>Audience</b>	All Personnel, Visitors
<b>Delivery</b>	Classroom/Site Tour
<b>Length</b>	2 Hours
<b>Frequency</b>	One Time

<b>Title</b>	<b>3.3.2 In-pit placement and Compaction of Waste</b>
<b>Description</b>	Course is designed to qualify In-Cell workers with job specific information on unloading and spreading/compaction operations. The course will present the information contained within the Waste Materials Placement Plan and the applicable procedure for the above activities.
<b>Audience</b>	MGMT, SUP, WD, SD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	8 Hours
<b>Frequency</b>	Initial (Retrain every year - 1 hour)

<b>Title</b>	<b>3.3.3 Decontamination Pad Operations</b>
<b>Description</b>	Course is designed to qualify Decontamination Pad workers with job specific information on the decontamination of reusable waste containers, transport trucks, and heavy equipment. The course will present the information contained within the Decontamination Pad Procedure and applicable Radiation Work Permit.
<b>Audience</b>	Selected SUP, WD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	Initial (Retrain every year - 1 hour)

<b>Title</b>	<b>3.3.4 Waste Shuttle Service</b>
<b>Description</b>	Course is designed to qualify the waste shuttle service personnel. This course will include operation of the transport vehicle, management of the holding area, and routing to the in-cell disposal area.
<b>Audience</b>	SUP, SD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	Initial (Retrain every year - 1 hour)



<b>Title</b>	<b>3.3.5 Inspections, Surveillance, and Maintenance</b>
<b>Description</b>	Course is designed to qualify personnel that perform inspection and surveillance of the ERDF leak detection system and leachate transfer system.
<b>Audience</b>	Selected SUP, WD, SD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	Initial (Retrain every year - 1 hour)

<b>Title</b>	<b>3.3.6 Leachate Management and Loadout</b>
<b>Description</b>	Course is designed to qualify personnel that load out leachate.
<b>Audience</b>	Selected SUP, WD, SD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	Initial (Retrain every year - 1 hour)

<b>Title</b>	<b>3.3.7 Waste Transportation and Acceptance</b>
<b>Description</b>	Course is designed to qualify the waste transporter (from offsite to the ERDF) with job specific information on standard routes within the ERDF, use of the automated scale, and staging area box unloading location.
<b>Audience</b>	SUP, TRANS
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	4 Hours
<b>Frequency</b>	Initial (Retrain every year - 1 hour)

<b>Title</b>	<b>3.3.8 Troxler Moisture/Density Gauge Training</b>
<b>Description</b>	Course is designed to qualify the waste acceptance technician with job specific information on use of Troxler Moisture/Density Gauge.
<b>Audience</b>	Selected SUP, WD
<b>Delivery</b>	Classroom/Simulated Activity
<b>Length</b>	8 Hours
<b>Frequency</b>	One Time



## 4.0 Training Matrix

This section will list the training courses suggested to be completed by each employee in the stated category. Training classes are intended to prepare workers for exposures to a specific occupational hazard. The training courses listed are not required to be completed until an assignment is made that exposes the worker to the applicable hazard.

Category	Classes Required		Requalification Frequency
	Number	Description	
Management	3.1.2	Hanford Site Orientation	N/A
	3.1.3	HGET	Annual
	3.2.1	40-Hour HAZWOPER Training	N/A
	3.2.2	8-Hour HAZWOPER Refresher	Annual
	3.2.3	HAZWOPER Supervisor	N/A
	3.2.4	Radiation Worker	Annual Refresher/Retrain
	3.2.6	Lockout/Tagout	Annual
	3.3.1	ERDF Site Orientation	N/A
Supervisor	3.1.2	Hanford Site Orientation	N/A
	3.1.3	HGET	Annual
	3.2.1	40-Hour HAZWOPER Training	N/A
	3.2.2	8-Hour HAZWOPER Refresher	Annual
	3.2.3	HAZWOPER Supervisor	N/A
	3.2.4	Radiation Worker	Annual Refresher/Retrain
	3.2.5	Respirator Training	Annual
	3.2.6	Lockout/Tagout	Annual
	3.3.1	ERDF Site Orientation	N/A
	3.3.2	In-pit placement	Annual 1hr Refresher
	3.3.3	Decon Pad Operations	Annual 1hr Refresher
	3.3.4	Waste Shuttle Service	Annual 1hr Refresher
	3.3.5	Inspections	Annual 1hr Refresher
	3.3.6	Leachate Management	Annual 1hr Refresher
	3.3.7	Waste Transport and Acceptance	Annual 1hr Refresher
Waste Disposal Personnel	3.1.2	Hanford Site Orientation	N/A
	3.1.3	HGET	Annual
	3.2.1	40-Hour HAZWOPER Training	N/A
	3.2.2	8-Hour HAZWOPER Refresher	Annual
	3.2.4	Radiation Worker	Annual Refresher/Retrain
	3.2.5	Respirator Training	Annual
	3.2.6	Lockout/Tagout	Annual
	3.3.1	ERDF Site Orientation	N/A
	3.3.2	In-pit placement	Annual 1hr Refresher
	3.3.3	Decon Pad Ops	Annual 1hr Refresher
	3.3.5	Inspections	Annual 1hr Refresher
	3.3.6	Leachate Management	Annual 1hr Refresher



Shuttle Drivers	3.1.2	Hanford Site Orientation	N/A
	3.1.3	HGET	Annual
	3.2.1	40-Hour HAZWOPER Training	N/A
	3.2.2	8-Hour HAZWOPER Refresher	Annual
	3.3.1	ERDF Site Orientation	N/A
	3.3.2	In-pit placement	Annual 1hr Refresher
	3.3.4	Waste Shuttle Service	Annual 1hr Refresher
	3.3.5	Inspections	Annual 1hr Refresher
Transportation Subcontractor	3.1.2	Hanford Site Orientation	N/A
	3.1.3	HGET	Annual
	3.3.1	ERDF Site Orientation	N/A
	3.3.7	Waste Transport and Acceptance	Annual 1hr Refresher
Office Personnel, BHI/ERC Team, and Visitors	3.1.2	Hanford Site Orientation	N/A
	3.1.3	HGET	Annual
	3.2.6	Lockout/Tagout	Annual
	3.3.1	ERDF Site Orientation	N/A

## **5.0 Documentation and Record Keeping**

Documentation will be kept on classes attended and on-the job training performed. The documentation must include the date attended, instructors name, short description of class, the attendees name, and the attendee's employee number. Records will be maintained at the ERDF site for each employee to verify that they meet the training requirement outlined for compliance with this plan. A list of workers and their training category will be updated on an as needed basis. The training records will be maintained in storage for 5 years.